

Credentialing Overview

How does credentialing
affect Navy personnel?



[What is credentialing?]

- Many occupations are guided by certain professional and technical standards.
- The process of meeting these standards and earning official recognition (in the form of licenses, certifications, and apprenticeships) is called ***credentialing***.



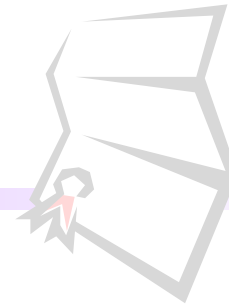
[Licensure]



- *Who grants licenses?* Federal, state or local governmental agencies.
- *Why?* To set professional standards, ensure safety and quality of work, such as medical licenses for doctors. Laws and regulations define licensing standards.
- *Are they voluntary?* Licenses are typically mandatory (although they may be waived for certain military personnel).



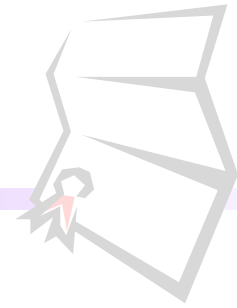
[Certification]



- *Who grants certifications?* Non-governmental agencies, associations, and companies.
- *Why?* To set professional standards for qualifications, such as a certification for a crane operator, or a Novell Network Certified Engineer. These standards are not defined by laws or regulations.
- *Are they voluntary?* Usually, although state licensure boards and employers may require certification.
- More than one organization can offer certifications for the same occupation.



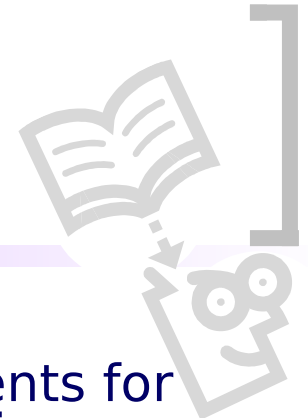
[Apprenticeship]



- *Who awards apprenticeships?* The United Services Military Apprenticeship Program (USMAP) in conjunction with the U.S. Department of Labor.
- *Why?* So the service member can achieve recognition for on-the-job training and work experience equal to his/her civilian counterpart.
- *Are they voluntary?* Yes, although apprenticeship is required by some employers in certain industries.



What kinds of requirements can credentials have?



- Credentialing boards determine the requirements for licensure and certification. Typically they require some combination of the following:
 - Education
 - Training
 - Work or professional experience
 - Examinations
 - Other unique job-related requirements
- For some credentials, boards may have requirements related to:
 - Residency
 - How recently the training or experience took place
 - Periodic renewal, typically every one to three years
 - Continuing education requirements or reexamination requirements associated with renewal



[So what's that mean to me?]



- In service:

- Civilian credentialing can contribute to personal and professional career development.

- Transitioning and post-service:

- Federal, state, or local law may require specific credentials to legally perform some jobs.
- Employers may choose to hire only employees who have certain credentials, or to pay those employees more.
- Credentials may improve your prospects for promotion.
- Credentials demonstrate to civilian employers that your skills are on par with your civilian peers.



Credentialing Costs



- There are two primary costs associated with credentialing:
 - Credentialing board fees (e.g., application, exam, renewal fees)
 - Supplemental training may be needed to qualify for the credential
- Resources are available to Navy personnel to help defray these costs:
 - The Navy's Credentials Program Office has a limited amount of certification/ license vouchers that may be used towards specifically-identified certification/license exams. These exams are listed by job on the Navy COOL web site (link provided below).
 - The Montgomery GI Bill will reimburse up to \$2,000 per test for civilian occupational licensing and certification exams. There is no limit to the number of tests that can be reimbursed. Fees for re-testing and renewing licenses or certifications are also covered.
 - Other programs in the Departments of Navy, Defense, and Veterans Affairs can also help with supplemental training (e.g., Navy e-Learning, DANTES, and the Montgomery GI Bill).



More Information



- The Credentialing Opportunities On-Line (COOL) website is designed expressly for you, to help you find and understand the civilian credentials related to your Navy training. Visit COOL online at:
<https://www.cool.navy.mil/index.htm>
- For more explanation about credentialing, see the COOL Credentialing Basics page:
https://www.cool.navy.mil/credentialing_basics.htm
- For more information on costs and resources, see the COOL Costs and Resources page:
<https://www.cool.navy.mil/costs.htm>
- To find certifications related to your rating or designator, visit the COOL Credential Search page:
<https://www.cool.navy.mil/search.htm>

